

LOVELAND BROADBAND TASK FORCE
October 5, 2017 Minutes
City of Loveland Service Center Board Room – 200 N. Wilson Ave.
10:00 a.m.

Task Force Members Present: Doug Rutledge, Mindy McCloughan, Richard Toftness, Dave Kavanagh, Paul Crosby, Ken Shaken, JD Walker

City Council Members Present:

Task Force Members Absent: Josh Smith, Fernando Pedroza, Julie Klein, Paul Langfield

City Staff Members Present: Kim O’Field (by phone), Briana Reed-Harmel, Derek Turner, Bill Westbrook, Joe Bernosky, Steve Adams (arrived at 10:27), Courtney Whittet

Consultants Present:

Guests Present: Jon Lehman from Comcast

Call to order at 10:06 by Mindy McCloughan

Mindy McCloughan called for a motion to approve the August 3, 2017 meeting minutes. The minutes were approved unanimously after a motion from Doug Rutledge and a second from Richard Toftness.

Update on Broadband Initiative

Briana Reed-Harmel advised we are still working on the Feasibility Study. Closed the survey during the first week of September. It was kept open a little longer to get more business participants. This has delayed completing the Feasibility Study, we are a little behind where we wanted to be however we are scheduled to have it completed by the end of the year.

Dave Kavanagh wanted to know what kind of responses we have received. Jill Mosteller is still working on cleaning up the data and validating ISP addresses. Reed-Harmel advised, so far, there were 4500 residential and 200 business responses. This was higher than the first survey campaign and she is very pleased with the number of responses.

Richard Toftness wanted to know if she can compare our results from the results of other studies she has done for other cities. Reed-Harmel advised probably not, she has only done one other conjoint study and that was for Estes Park. Also, other communities are very different in demographics and it might not be a fair comparison. Toftness said it would still be interesting to look at and compare.

Reed-Harmel advised she is putting together what Steve Adams calls the “Business Plan Lite”, a strategic business plan or a concept document similar to what Ft. Collins has done, this will include the data from the first survey. The second survey that Jill is completing will tighten up the financial numbers for the financial model for all three options.

Should have Jill’s data put into financial models and comparing take rates in the next couple of weeks. We were planning on going to City Council on October 24th, however Jill is not available for that date and

we feel that it is very important for her to be there to present the information. Her opinion as an expert carries more weight than staff presentations.

Contract amendment with John Honker from Magellan to include all three models to complete the Feasibility Study. The study should be done by the end of the year.

Reed-Harmel advised we issued an RFP for Private-Public Partnership, received 10 responses and they are all very different. Starting to conduct interviews next week for those responses that we would like more information on. The RFP was very open ended and it makes it difficult to evaluate because the responses are so different.

Dave Kavanagh wanted to know if we having a scoring matrix, Briana advised yes there were some basic criteria such as experience, financial viability, ability to meet goals, etc. to start evaluating but the packages are so creative and individual that there is no complete scoring matrix that would evaluate all of them. All of this would be included in the Feasibility Study. Goal is to take it to Council by mid December but there is the possibility of pushing through to January.

Reed-Harmel has been in touch with Longmont regarding the Public-Public Partnership and we will have more meetings with them in the future. We are at the point we need to start to have some structure to the IGAs to have a plan of how this would work in conjunction with Longmont and PRPA. Longmont is interested, but to gauge their exact interest level, we need to know exactly what we would be asking from them.

Reginal Broadband Update

Larimer County is starting their feasibility study tomorrow. Toftness mentioned there is a kickoff event tonight. Doug Rutledge advised we should be considering what kind of provisions we want to have in place to transition to be included in a regional broadband initiative. Reed-Harmel advised we could certainly add that in to the feasibility, the pros and cons of participating in a regional broadband initiative.

Platte River Power Authority had a board meeting last week to discuss regional items and released a white paper that gives a background and a proposed plan for how PRPA might be participating. Paul Crosby explained the document is a proposal to transfer ownership of the excess capacity in the cables to the municipalities. Crosby clarified that SB 152 affected their decision that Platte River Power Authority would continue to own the cable but not the fiber inside of the cable.

Fort Collins is in the middle of a vote, Item 2b on their November ballot to allow bonding to pay for broadband and to change the city's charter to allow an additional utility.

Longmont wrapped up their backbone structure in August and are working on finishing service drops by December, after that they are moving into a phase of maintenance and looking at Growth Management Area.

Greeley, Windsor and Poudre Valley REA updates: PVREA is doing a feasibility study but would not be covered by SB 152 until they change their charter. Kavanagh questioned how PVREA and PRPA would function as a municipality under SB 152.

Estes Park has completed their feasibility study and an engineering study to establish a better estimated cost to move forward. Briana advised they issued an RFP and are still working to figure out if any of those situations will work for them. Briana also indicated that they are piggy backing other services such as remote cell phone reception, emergency services communications, etc. into the package.

City Council Education

Mindy McCloughan advised one of the topics at the candidate forum was the plan to get new council members up to date on the Broadband Initiative. Reed-Harmel advised this will be one of the big tasks after the election. They will be offered sit downs with Colman Keane from EPB and other staff along with the regular rotating meetings with Steve Adams. Mindy advised being proactive is key, after the candidate forums the previous evening she advised several candidates already have strong opinions based on philosophical beliefs, and it may be difficult to convince them with unbiased information.

Toftness advised he would like to know the potential candidate's stance on Broadband, McCloughan advised it is in today's paper under the Candidate Guide.

Steve Adams stated that we knew we would not be able to bring a decision package to the Council, but we wanted to keep them updated. Jill was impacted by the hurricane in Florida and that delayed the results of the study. Steve reiterated that we really need her to be present at the Council meeting as she will have the greatest impact in person. Looking at the December 12th Study Session, there are currently no other items and we will have new Council members on board.

Adams advised it is important to get Boards & Commissions on board prior to going to Council, we need the Task Force to be fully informed to be able to move forward and talk to Council. Reed-Harmel concurred that we need the Task Force to feel comfortable with the documents and information that we are sending to Council.

Steve Adams advised the next step is Engineering Design and Business Plan. For 10-15 years we have been laying extra conduit in trenches, knowing that there would be some use for it in the future. As we get further into this, the regional impact and cooperation is important, we have been meeting regionally every 2 months to let others know where we are, but no city is going to slow down progress to wait for the others to catch up.

Update from Made in Loveland

Richard Toftness advised the Loveland and Fort Collins group Broadband and Beers have merged, and have produced a website to educate the public. www.NoCoBroadband.com

Richard encouraged the group to submit any information they think will be educational to the public

Other Discussion

Mindy requested a timeline on the availability of data and information that will need to be reviewed before the Council meeting. Steve advised we will probably set up a study session of the Task Force to review the material.

Kavanagh advised he will be attending a large technology expo in Denver in October. Society of Cable Telecommunications Engineers. www.SCTE.org Technology Expo

Reed-Harmel and Bill Westbrook toured Layer 3 down at the Denver Tech Center. It was interesting and informative. Their big premier was Longmont and the partnership they have formed, but they are definitely growing.

Adams wanted to share that he received a package from Comcast, updated modems that are plug and play. A letter went out stating that the old technology will no longer work after November 15th and new modems would be sent out automatically.

Future Agenda Items

Adjourn Meeting at 11:24

Respectfully Submitted,
Courtney Whittet
Recording Secretary